

CHATHAM COUNTY-SAVANNAH METROPOLITAN PLANNING COMMISSION

MPC COMPREHENSIVE PLANNING MEETING MINUTES

**MPC HEARING ROOM
110 EAST STATE STREET**

February 12, 2008

1:00 PM.

Members Present: Jon Todd, Chairman
Robert Ray, Vice-Chairman
Susan R. Myers, Treasurer
Stephen Lufburrow
D. Douglas Bean
Ben Farmer
Lacy A. Manigault
Timothy Mackey

Members Not Present: Russ Abolt
Michael Brown
Shedrick Coleman
J. David Hoover
Freddie Gilyard
Ragsdale

MPC Staff Present: Thomas L. Thomson, P.E., AICP, Executive Director
Charlotte Moore, AICP, Director of Special Projects
Dennis Hutton, Director of Comprehensive Planning
Jackie Jackson-Teel, Water Resources Administrator
Courtland Hyser, AICP, Land Use Planner
Amanda Bunce, Development Services Planner
Bethany Jewell, Water Resources Planner
LaToya Bynum, Administrative Assistant
Constance Morgan, Administrative Assistant

I. Call to Order

Chairman Todd called the meeting to order at 1:05 p.m. and asked that everyone stand for the Pledge of Allegiance and Invocation. He explained the agenda for the benefit of those who were attending the meeting for the first time.

II. Notices, Proclamations and Acknowledgements

A. Notice(s)

B. Acknowledgment(s)**III. Approval of Minutes of Previous Meeting**

Mr. Lufburrow **moved** to approve the November 13, 2007 Planning Meeting Minutes and Briefing Minutes as presented. Mr. Ray seconded the motion.

MPC Action: The motion to approve the November 13, 2007 Planning Meeting Minutes and Briefing Minutes as presented carried with none opposed. Voting were: Mr. Todd, Mr. Ray, Ms. Myers, Mr. Lufburrow, Mr. Bean, Mr. Farmer, Mr. Manigault, and Mr. Mackey.

IV. Old Business

None.

V. Regular Business**A. Review of Draft Chatham County Resource Protection Ordinance**

Bethany Jewell gave a slide presentation on the current draft of the Chatham County Resource Protection Ordinance. She informed the Board Members that a copy of the ordinance was included in MPC Board packets and that the presentation today was to answer any concerns or questions of Board Members. She discussed a final check and balance system to the ordinance that ensures equal representation among all municipal and county jurisdictions. There was a period for questions and answers.

B. Local Update of Census Address (LUCA)

Dennis Hutton gave a brief summary on the Local Update of Census Address (LUCA). He explained that this is done in conjunction with the development of a Master Address Database (MAD). He stated that MAD replaces the existing address system that requires every jurisdiction to maintain its own address file and is the basis for checking and verifying the Census Bureau's address files as required by the LUCA program. He added that the confidentiality agreement requires that LUCA data be maintained on a separate, secure server and that this server will be located at the MPC office. He also stated that access to this data is restricted to reviewers from the municipalities, who are pre-registered with the Census Bureau. He added that another critical component would be a coordinated outreach to the general population, and to traditionally undercounted groups such as the homeless and illegal residents that stress the confidentiality of the census questionnaire. He also stated that the Census Bureau has not made public how it will accommodate addresses created between the time the LUCA file is finalized and the time the questionnaires are mailed out in 2010. There was a period for discussion.

B. Unified Zoning Ordinance

Continued Discussion of the Site Development Plan Review Process

Charlotte Moore stated that her objective would be to briefly explain the existing role of the Planning Commission, identify the gaps, and explain the proposal in the Unified Zoning Ordinance. She defined the different types of site plans, and their site development process. There was a period for Board discussion.

D. Executive Director's Report

Mr. Thomson began by thanking staff for their hard work and presented some of the major accomplishments of MPC. He outlined such accomplishments as: the MPC Planning Academy; which held two sessions in 2007 with a total of 110 students, and SAGIS; which began operating as a fully funded fully staffed MPC department. He added that he has participated in the Coastal Comprehensive Plan Advisory Committee, and that an analysis of this is being done by staff along with an internal Green Team which was established to study ways in which the MPC office/staff could be more responsive to environmental issues. He stated that Ms. Charlotte Moore, of Special Projects, primarily drafted the Wireless Telecommunications Ordinance and through her initiative Bull Street was selected as one of the 10 "Great Streets in America". He noted that the Downtown Master Plan draft is being reviewed by staff and will be forwarded to the Board as it is formulated. He also summarized listings of some of the major accomplishments of Administrative and Development Services, Comprehensive Planning, Natural Resources, Historic Preservation, Systems and Finance and the Transportation Departments. He concluded by listing MPC's Major Themes which included; 1) encourage and enable citizen and neighborhood participation; 2) strive for paperless operations, Green Practices and professional awareness; 3) to be creative and proactive in transportation planning and finance; 4) portray the MPC as county wide planning; 5) continually streamline and improve Development Review Process and the Unified Zoning Ordinance; 6) provide great customer service delivery; 7) become the forerunner in data management and GIS; 8) facilitate protection of natural and cultural resources; and 9) lead on Regional Planning and Coordination. There was a period of questions, comments and concerns.

VI. Other Business

None.

VII. Adjournment

There being no further business to come before the Commission, the February 12, 2008, Comprehensive Planning Meeting was adjourned at 2:15 P.M.

Respectfully submitted,

Thomas L. Thomson, P.E., AICP
Executive Director

Note: Minutes not official until signed